



**Board of Trustees Meeting**

June 17, 2021

2:00PM

<https://zoom.us/j/92196505922?pwd=WnA4MFlYZWJXWmFJU21xK2YzWndFdz09>

**Members Present (15):**

Dave Morley, Chair  
Dr. Shelley Canright  
Rep. Jerry Govan  
Mary Lynne Diggs  
Sue Williams  
Michael Leach  
Dr. Edward Simmer  
Walter Fleming  
Alexia Newman

Tim Holt  
Jessica Mackey  
Roger Pryor  
Jennifer McConnell  
Dr. Amy Williams  
John Hayes

**Members Absent (8):**

Rep. Rita Allison  
Sen. Gerald Malloy  
Sen. Greg Hembree  
Constance Holloway  
Dr. David Mathis  
Robert Kerr  
Nicole Wynkoop  
Janie Neeley

**Others Present (65)**

Georgia Mjartan  
Laura Baker  
Samantha Ingram  
Anna Workman  
Avian Jones  
Betty Gardiner  
Betty Washington  
Candi Lalonde  
Carletta Isreal  
Chelsea Richard  
Cheryl Scales-Chavis  
Cindy Ellis  
Cindy Kellett  
Cindy Galloway  
Clark Phillip  
Constance Martin  
Witter  
Cu'Shan Brown  
Debbie Robertson  
Derek Cromwell  
Dione Brabham  
Dorian Young  
Dorothy Priester  
Gina Beebe  
James Hicks

Janice Kilburn  
Jennifer Williams  
Jessica Garrett  
Jon Artz  
Joy Mazur  
Justina Siuba  
Karen Oliver  
Kate Roach  
Kathy Fitzgerald  
Kaytlen Caldwell  
Kiara Hopkins  
Kristine Jenkins  
Lavinia Tejada  
Lis Giuamares  
Mark Barnes  
Martha Strickland  
Mary Howard  
Monique Branagen  
Paula Calhoun  
Phaedra Carolina  
Pierce McNeil  
P. Plowden  
Rachal Hatton-Moore  
Redelona Saxby

Rogers Pender  
Ryan Shinn  
Sarah Crawford  
Sarah Eargle  
Sharon Bruton  
Shayla Pettigrew  
Shelia Cornwell  
SheKiah Reese  
Sherry Gilliam  
Sheryl Stewart  
Suanetta Tisdale  
Tiffany Outlaw  
Tom Lacas  
Tonya Mack  
Teresa Nelson  
Tricia Richardson  
Valencia Johnson

Ms. Mjartan conducted a roll call.



Ms. Mjartan stated there were no members of the public who were present requested to speak.

Mr. Morley called the meeting to order at 2:03 p.m. Mr. Morley reported on the Executive Committee and introduced new Board members, Director Robert Kerr of Department of HHS and Nicole Wynkoop. He acknowledged Debbie Robertson's retirement and thanked her for her contributions to SC First Steps.

Dr. Matthew Lavery presented on the Kindergarten Readiness Assessment (KRA) results. Statewide 27% of students demonstrated readiness to engage with kindergarten readiness instruction.

Mr. Morley requested a motion to adopt the agenda. Dr. Williams provided the motion. Mr. Holt provided a second and the motion was unanimously approved.

Mr. Morley asked for a motion to approve the April 15, 2021 minutes. Dr. Canright provided the motion. Ms. McConnell provided a second and the motion was unanimously approved.

Mr. Morley asked for a motion to approve the following consent agenda. Ms. McConnell provided the motion. Dr. Canright provided a second and the motion was unanimously approved.

Consent Agenda: **Motions Recommended by Committees** (David Morley)

- a. Motion to approve revising the FY22 First Steps Program and Operational Guidelines for Core Functions by adding language clarifying the existing requirement regarding "operation in a location accessible to the public" by adding the following:  
a dedicated physical space in their county with appropriate signage that is accessible to the public and clients they serve. This will provide an official Local Partnership address that is open according to a set weekly schedule with publicized hours that are posted publicly. In addition, phone access will be available during regular business hours each week that includes voice mail and the capability to receive and return messages (phone, text, email, etc.) in a timely manner. (Programs and Grants Committee recommends)
- b. Motion to approve the Local Partnership budgets for state funds as proposed in their Funding Formula grant applications and summarized in the attached report. Upon final grant application review after the fiscal year ends, corrective action plans may be issued as part the FY22 grant award process in cases where grant qualifications for funding were not met. (Programs and Grants Committee recommends)
- c. Motion to approve adding Healthy Steps and Family Connects to the First Steps Board Approved List of Evidence Based Programs. (Program and Grants Committee recommends)

Mr. Fleming reported on the Finance and Administration Committee. He announced that the SC First Steps state office move to 636 Rosewood Drive has been delayed and will take place at the end of July. First Steps staff is working with Abbeville County First Steps and Greenwood County First Steps and their attorneys to resolve corrective action items that were identified in the 2019 Financial Audit. Abbeville County First Steps has submitted a Corrective Action Plan that will bring them into compliance if completed over the next year. Greenwood County First Steps has also submitted a Corrective Action Plan that will bring them into compliance if completed over the next year. However,



there are concerns that have been identified and they have been turned over to the Inspector General's office and the Legislative Delegation have been made aware. The accounting firm representing the partnerships will not release the audits for 2020 until the Inspector General's office completes their investigation.

Ms. McConnell thanked Ms. Robertson for her work with the Program and Grants committee in lieu of her retirement. Ms. McConnell reported on the Programs and Grants Committee. She reviewed the revision of the FY22 First Steps Operational Guidelines regarding Core Functions. Ms. McConnell discussed the addition of Healthy Steps and Family Connect to the Approved List of Evidence Based Programs. She also went over the grant and funding information breakdowns for the Local Partnerships.

Dr. Williams reported on the Strategic Planning and Evaluation Committee and provided updates on current projects and the Data and KITS system that are being developed.

Ms. Mjartan provided the Executive Director's report. Results from the Client Voice Program Evaluations were shared. Ms. Mjartan gave an update and timeline on the build out of the Knowledge, Information, and Teaming System (KITS). She reviewed additional philanthropic grants. Ms. Mjartan provided a legislative update on the budget process, introduced new team members, and presented the agency's vacancies.

Mr. Morley asked for a motion to adjourn the meeting. Dr. Canright provided the motion. Mr. Holt provided a second and the motion was unanimously approved.

The meeting was adjourned at 3:23 pm by Mr. Morley.